

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. Contract ID Code

Page 1 of Pages 2

2. Amendment/Modification No.

0008

3. Effective Date

Sep 26, 2003

4. Requisition/Purchase Req. No.

5. Project No. (if applicable)

99948

6. Issued By

Code CPSC

US CONSUMER PRODUCT SAFETY COMM
DIVISION OF PROCUREMENT SERVICES
4330 EAST WEST HWY ROOM 517
BETHESDA, MD 20814-4408
DODIE B KESSLER (301) 504-7037

7. Administered By (If other than Item 6)

DODIE B KESSLER
(301) 504-7037

Code DBK

8. Name and Address of Contractor (No., Street, County, and Zip Code)

DEPT OF JUSTICE, SYSTEMS TECH STAFF
ATTN: SURRINDAR HANSRA, INFO RES MGMT
500 FIRST STREET, N.W., SUITE 300
WASHINGTON DC 20530

Vendor ID: 00015820

CAGE:

(X)

9A. Amendment of Solicitation No.

9B. Date (See Item 11)

X

10A. Modification of Contract/Order No.
CPSC-I-01-1144

10B. Date (See Item 13)
Sep 27, 2000

Code

Facility Code

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (if required)

03 PS EXOB 2400 99948 253n \$ US 35,889.67

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(x) A. This change order is issued pursuant to: (Specify authority) The changes set forth in item 14 are made in the Contract Order No. in item 10A.

B. The above numbered Contract/Order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.)
Set forth item 14, pursuant to the authority of FAR 43.103 (b)

C. This supplemental agreement is entered into pursuant to authority of:

X D. Other (Specify type of modification and authority)

UNILATERAL MODIFICATION, FAR 43.103(b)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. Description of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Modification No. 0008 exercises the option to extended the term of the agreement, and provides funding for "Small Parts Task Order" in accordance with the attached Statement of Work. TASK ORDER #59

The period of performance is hereby extended through September 25, 2004.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. Name and Title of Signer (Type or Print)

16A. Name and title of Contracting Officer (Type or Print)

DONNA HUTTON (301) 504-7009
CONTRACTING OFFICER
dhutton@cpsc.gov

15B. Contractor/Officer

15C. Date Signed

16B. United States of America

16C. Date Signed

(Signature of person authorized to sign)

(Signature of Contracting Officer)

Sep 26, 2003

NSN 7540-01-152-8070

30-105

STANDARD FORM 30 (REV. 10-83)

PREVIOUS EDITIONS UNUSABLE

Prescribed by GSA FAR (48 CFR) 53.243

SCHEDULE

Item No.	Supplies/Services	Quantity	Unit	Unit Price	Amount
0006	The Contractor shall provide services for Small Parts Task Order 59 in accordance with the attached Statement of Work.	1	EA	35,889.67	35,889.67

DynCorp Task Order (Small Parts)

SECTION C - Description/Specification/Work Statement

BACKGROUND INFORMATION

This procurement requires analysis, design, and programming of front-end PowerBuilder client programs running under Windows 2000; and analysis, design, and implementation of back-end Sybase Adaptive Server applications running under Windows NT, which are made up of tables/fields, stored procedures, and triggers that implement the application's business rules. This support is needed for the continuing expansion and enhancement of the agency's Commission Information System (CIS), which is a set of consumer product safety applications such as Epidemiology, Compliance, Health Sciences and Field.

STATEMENT OF WORK

Independently, and not as an agent of the Government, the Contractor shall furnish all necessary personnel, materials, and services to perform the work set forth below; except as provided in H.1. GOVERNMENT FURNISHED MATERIALS/EQUIPMENT of the contract.

Within ten (10) days after the effective date of the contract, the Contractor shall meet with the CPSC Project Officer to discuss contract requirements. The meeting will take place at the Consumer Product Safety Commission's Headquarters facility located at 4330 East West Highway, Room 506, Bethesda, Maryland.

For each task, the Contractor shall prepare a work plan composed of a detailed analysis and design narrative, a physical data model (see example), and a project milestone schedule.

Task 1 - Small Parts

Design and program a hazard determination retrieval system for Health Science (HS) staff analyzing product samples with small parts. The application will access the Integrated Field System (IFS) and Toy Testing applications, and the associated jpeg product image files to perform small parts hazard analysis.

Currently staff in the Division of Health Sciences must access multiple applications individually in order to perform a Small Parts Hazard Determination. This is a very tedious and time-consuming process.

The goal of this task is to seamlessly integrate the retrieval of all required hazard data into a single step. Using sample number as the retrieval key the small parts application will automatically retrieve, display and/or download small parts data as directed by the user. Hazard Analysis reports are used by compliance officers for case management and Commission decision-making purposes. The current procedure is described below.

- 1) HS receives a product sample and its small parts from CPSC lab.
- 2) HS accesses the Integrated Field System (IFS) database to obtain:
 - (a) Firm Name
 - (b) Firm Address
 - (c) Product Name
 - (d) Product Model Number
 - (e) Compliance Officer Name
- 3) HS accesses Outlook to obtain emailed photographic images from the laboratory of the intact sample and any small parts resulting from use and abuse testing.
- 4) HS opens the Toys Testing Application to obtain:
 - (a) Test results
 - (b) Number of failures
 - (c) Lab-assigned description of the small parts
- 5) HS opens Small Parts Database to:
 - (a) Enter the data gathered above.
 - (b) Enter a physical characterization of the small parts (including shape, material and dimensions) and any choking and/or aspiration hazard.
 - (c) Print a copy of the Small Parts Hazard Determination report.
- 6) HS signs the HD report and faxes it to appropriate Compliance Officer.

For all tasks, the Contractor shall meet with application users and the project officer to gather requirements for writing a work plan, designing Sybase and Oracle tables, fields, triggers, stored procedures, and the coding of PowerBuilder, HTML, PLSQL and JAVA programs. The Contractor shall submit a written work

plan to the CPSC Project Officer for review and obtain written approval before beginning work. All databases and programs shall be fully tested by the Contractor prior to implementation. The Contractor shall store source code, program executables and database procedures in electronic form on CPSC's system libraries for all applications. Upon completion of this task, the Contractor shall provide written user and system documentation to the Project Officer.

SECTION F - Deliveries or Performance

F.1. PERIOD OF PERFORMANCE

The period of performance shall be from the effective date of the task order through September 30, 2004. The period includes submission of the final report.

F.2. DELIVERY OR PERFORMANCE

The following items shall be performed or delivered in accordance with the following schedule, expressed in business days:

DELIVERY OR ITEM QUANTITY PERFORMANCE

- | | | | |
|-----|--|------------|---|
| (1) | Contractor meets with Project Officer to discuss Contract requirements | 1 meeting | Within 10 days - after effective date of contract |
| (2) | Contractor analyzes each Task requirement | | Within 14 days - after date of (1) meeting |
| (3) | Contractor submits a work plan for each task | 1 original | Within 20 days - after date of (2) meeting |
| (4) | CPSC Project Officer reviews and approves each work plan | | Within 5 days - after receipt of |

- | | | | |
|-----|---|------------|--|
| | if acceptable | | (3) work plans |
| (5) | Contractor modifies each work plan if required by Project Officer | | Within 5 days -
after CPSC notifies Contractor of changes |
| (6) | Contractor Progress Reports: | | |
| | Oral report | | Every 7 days -
after beginning of contract |
| | Written report | 1 original | Every 30 days -
after beginning of contract |
| | Final Report | 1 original | No later than
Sept. 30, 2004 |
| (7) | Contractor completes all tasks | | Completion
Sep. 30, 2004 |

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. Contract ID Code	Page 1 of Pages 2
2. Amendment/Modification No. 0009	3. Effective Date Sep 26, 2003	4. Requisition/Purchase Req. No.	5. Project No. (if applicable) 99948
6. Issued By US CONSUMER PRODUCT SAFETY COMM DIVISION OF PROCUREMENT SERVICES 4330 EAST WEST HWY ROOM 517 BETHESDA, MD 20814-4408 DODIE B KESSLER (301) 504-7037		7. Administered By (If other than Item 6) DODIE B KESSLER (301) 504-7037	
8. Name and Address of Contractor (No., Street, County, and Zip Code) DEPT OF JUSTICE, SYSTEMS TECH STAFF ATTN: SURRINDAR HANSRA, INFO RES MGMT 500 FIRST STREET, N.W., SUITE 300 WASHINGTON DC 20530		(X)	9A. Amendment of Solicitation No.
Vendor ID: 00015820			9B. Date (See Item 11)
CAGE:		X	10A. Modification of Contract/Order No. CPSC-I-01-1144
			10B. Date (See Item 13) Sep 27, 2000
Code	Facility Code		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (if required)

03 PS EXOB 2400 99948 253n \$ US 71,779.34

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

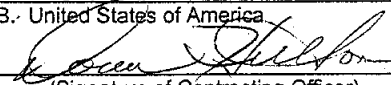
(x)	A. This change order is issued pursuant to: (Specify authority) The changes set forth in item 14 are made in the Contract Order No. in item 10A.
	B. The above numbered Contract/Order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) Set fourth item 14, pursuant to the authority of FAR 43.103 (b)
	C. This supplemental agreement is entered into pursuant to authority of:
X	D. Other (Specify type of modification and authority) UNILATERAL MODIFICATION, FAR 43.103(b)
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.	

14. Description of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Modification No. 0009 exercises the option to extend the term of the agreement, and provides funding for "Recall Retrieval Task Order" in accordance with the attached Statement of Work. TASK ORDER #58

The period of performance is hereby extended through September 25, 2004.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. Name and Title of Signer (Type or Print)		16A. Name and title of Contracting Officer (Type or Print) DONNA HUTTON (301) 504-7009 CONTRACTING OFFICER dhutton@cpsc.gov	
15B. Contractor/Offoror	15C. Date Signed	16B. United States of America  (Signature of Contracting Officer)	16C. Date Signed Sep 26, 2003
(Signature of person authorized to sign)			

SCHEDULE

Item No.	Supplies/Services	Quantity	Unit	Unit Price	Amount
0007	The Contractor shall provide services for Recall Retrieval System (Task Order #58) in accordance with the attached Statement of Work.	1	EA	71,779.34	71,779.34

Recall Application (Recall Retrieval of IFS & Section 15 Data)

SECTION C - Description/Specification/Work Statement

C.1. BACKGROUND INFORMATION

This procurement requires analysis, design, and programming of front-end PowerBuilder client programs running under Windows 2000; and analysis, design, and implementation of back-end Sybase Adaptive Server applications running under Windows NT, which are made up of tables/fields, stored procedures, and triggers that implement the application's business rules. This support is needed for the continuing expansion and enhancement of the agency's Commission Information System (CIS), which is a set of consumer product safety applications such as Epidemiology, Compliance and Field.

C.3. STATEMENT OF WORK

Independently, and not as an agent of the Government, the Contractor shall furnish all necessary personnel, materials, and services to perform the work set forth below; except as provided in H.1. GOVERNMENT FURNISHED MATERIALS/EQUIPMENT of the contract.

- a. Within ten (10) days after the effective date of the contract, the Contractor shall meet with the CPSC Project Officer to discuss contract requirements. The meeting will take place at the Consumer Product Safety Commission's Headquarters facility located at 4330 East West Highway, Room 506, Bethesda, Maryland.

At the direction of the project officer, the Contractor shall perform the following:

Prepare Work Plan:

The minimum WP deliverables are a detailed analysis and design narrative, a physical data model and a project milestone schedule.

Recall Retrieval Application:

Develop a data retrieval application for accessing recall data in the IFS and Section 15 applications.

Application Functions (business rules):

Standardization of the recall data contained in the IFS and Section 15 applications is nearing completion. An online data retrieval procedure needs to be developed for accessing this data from within the Recall Application.

Add a new function to Recall Application to remove a recall number from the Recall Application if a recall is not completely created - all required recall data is present.

Application Reports:

Add all IFS & Section 15 recall data to Initial Recall, Final Recall, and Annual Reports.

Modify Sect 15 closing report to include data in the Recall Application.

For all tasks, the Contractor shall meet with application users and the project officer to gather requirements for writing a work plan, designing Sybase tables, fields, triggers, stored procedures, and the coding of PowerBuilder programs. The Contractor shall submit a written work plan to the CPSC Project Officer for review and obtain written approval before beginning work. All databases and programs shall be fully tested by the Contractor prior to implementation. The Contractor shall store source code, program executables and database procedures in electronic form on CPSC's system libraries for this application. Upon completion of this task, the Contractor shall provide written user and system documentation to the Project Officer.

C.4. LEVEL OF EFFORT

<u>Labor Category</u>	<u>Approximate # of Hours</u>
Senior Programmer	400
Project Manager	20

SECTION F - Deliveries or Performance

F.1. PERIOD OF PERFORMANCE

The period of performance shall be from the effective date of the task order through ~~December 30, 2003~~. The period includes submission of the final report. **NOVEMBER 30, 2003**

F.2. DELIVERY OR PERFORMANCE

The following items shall be performed or delivered in accordance with the following schedule, expressed in business days:

	ITEM	QUANTITY	DELIVERY OR PERFORMANCE
(1)	Contractor meets with Project Officer to discuss contract requirements	1 meeting	Within 10 days after effective date of contract
(2)	Contractor shall analyze application requirements		Within 14 days after date of meeting
(3)	Contractor prepares/submits work plan for application	1 original	Within 20 days after date of meeting
(4)	CPSC Project Officer reviews and approves work plan if acceptable		Within 5 days after receipt of work plans

(5)	Contractor modifies work plan if any corrections are required by the CPSC Project Officer	Within 5 days after the CPSC Project Officer notifies Contractor of required changes
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(6) Contractor Progress Reports:

Oral reports		Every 7 days after beginning of contract
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Written reports	1 original	Every 30 days after beginning Of contract
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Final Report	1 original	No later than Nov. 30, 2003
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(7)	Contractor completes application	Completion/ implementation Nov. 30, 2003
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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. Contract ID Code

Page 1 of Pages 2

2. Amendment/Modification No.

0010

3. Effective Date

Sep 30, 2003

4. Requisition/Purchase Req. No.

5. Project No. (if applicable)

99948

6. Issued By

Code CPSC

US CONSUMER PRODUCT SAFETY COMM

DIVISION OF PROCUREMENT SERVICES

4330 EAST WEST HWY ROOM 517

BETHESDA, MD 20814-4408

DODIE B KESSLER (301) 504-7037

7. Administered By (If other than Item 6)

DODIE B KESSLER

(301) 504-7037

Code DBK

8. Name and Address of Contractor (No., Street, County, and Zip Code)

DEPT OF JUSTICE, SYSTEMS TECH STAFF

ATTN: SURRINDAR HANSRA, INFO RES MGMT

500 FIRST STREET, N.W., SUITE 300

WASHINGTON DC 20530

Vendor ID: 00015820

CAGE:

(X)

9A. Amendment of Solicitation No.

9B. Date (See Item 11)

10A. Modification of Contract/Order No.

CPSC-I-01-1144

10B. Date (See Item 13)

Sep 27, 2000

Code

Facility Code

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (if required)

03 PS EXOB 2400 99948 253n \$ US 46,475.88

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS.

IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(x) A. This change order is issued pursuant to: (Specify authority) The changes set forth in item 14 are made in the Contract Order No. in item 10A.

B. The above numbered Contract/Order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) Set fourth item 14, pursuant to the authority of FAR 43.103 (b)

C. This supplemental agreement is entered into pursuant to authority of:

X D. Other (Specify type of modification and authority) UNILATERAL MODIFICATION, FAR 43.103(b)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. Description of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Modification No. 0010 provides funding for "Cigarette Lighters Task Order 67" in accordance with the attached Statement of Work.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. Name and Title of Signer (Type or Print)

16A. Name and title of Contracting Officer (Type or Print)

DONNA HUTTON

(301) 504-7009

CONTRACTING OFFICER

dhutton@cpsc.gov

15B. Contractor/Officer

15C. Date Signed

16B. United States of America

16C. Date Signed

(Signature of person authorized to sign)

(Signature of Contracting Officer)

Sep 30, 2003

NSN 7540-01-152-8070

30-105

STANDARD FORM 30 (REV. 10-83)

PREVIOUS EDITIONS UNUSABLE

Prescribed by GSA FAR (48 CFR) 53.243

SCHEDULE

Item No.	Supplies/Services	Quantity	Unit	Unit Price	Amount
0008	The Contractor shall provide services for Cigarette Lighters Task Order 67 in accordance with the attached Statement of Work.	1	EA	46,475.88	46,475.88

Bar Code

U.S. Department of Justice
Reimbursement Agreement Between Agencies

Parties to the Agreement:

Provider Agency

Customer Agency

Provider Cost Center OT0940100702	RCN 4410	RCN Description Compliance Product Testing - Cigarette Lighters	Customer Contact Dodie Kessler	Phone (301) 504-7037
Provider Contact Surrindar S. Hansra		Phone (202) 514-5699	Customer Number	Customer Alias
Provider Name Enterprise Solutions Staff/IRM/JMD/DOJ			Customer Name (if billing address is different, specify on reverse side.) U.S. Consumer Product Safety Commission	
Address 601 D Street, NW - Room 4524			Address 4330 East West Highway	
City Washington	State DC	Zip 20530	City Washington	State DC
				Zip 20207

Duration:

This Agreement shall become effective on September 29, 2003 and shall continue through September 30, 2004.

Provide the Following Services or Goods:

Brief explanation of work or services to be performed and basis for determining cost:

Provide contractor services for Compliance Product Testing - Cigarette Lighters for the U. S. Consumer Product Safety Commission, per SOW and DynCorp's proposal dated September 29, 2003.

Contractor Cost = \$44,904.23
Administrative Fee (STS) = 1,571.65
Total Cost = \$46,475.88

DYNCORP Task 67

CPSC TIN: 520978750

CPSC DUNS: 178771713

CPSC Appro. Code: 6130100

Estimated amount

\$46,475.88

(Attach additional sheet for continuation of explanation, if necessary.)

Customer Financing:

(Customer agency will indicate accounting data to be charged by completing applicable blocks. Federal agencies will be billed by OPAC, except for billings among the OBDs and USMS, billings within an organization, and billings to the Department of Defense.)

Agency Location Code 61-00-0001	Appropriation Symbol 03 PS EXOB 2400	Cost Center 99948 253n	YRcgDoc	Obl Month	Obl SOC	Pay SOC
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Other Accounting Information (Where applicable, multiple Obligation Month and SOC data should be identified in this block. Customers not using the FMIS may use this block to describe unique data required for their accounting system.)

Approvals:

(See reverse side of form.)

Approved for Provider Office:		Approved for Customer Office:	
Organization DOJ/JMD/IRM/Enterprise Solutions Staff		Organization U.S. Consumer Product Safety Commission	
Signature Surrindar Hansra for Gregory Stephan		Signature Donna Hutton 9/30/03	
Title Gregory J. Stephan Assistant Director, Contracts Management Service		Title Donna Hutton Contracting Officer	

When intrafund billing data are manually submitted to the billing office, the Provider Intrafund Data block on the reverse side must be completed by the provider of the goods or service.

FORM DOJ-216 JULY 1994

INFORMATION RESOURCES MANAGEMENT

**Systems Technology
Staff**

STS

Memorandum of Understanding (Non-DOJ Users)

CONTRACTS MANAGEMENT SERVICE

1. Upon execution of DOJ Form-216, the Systems Technology Service (STS) of the Department of Justice (DOJ) will provide contractor support via task orders using ADP Related Services contracts, Micrographics contracts, and a Data Entry contract, as requested in one or more of the following areas:
 - a. Acquisition assistance for ADP applications systems and services.
 - b. Requirements analyses.
 - c. Economic (cost/benefit) analyses of software systems.
 - d. Feasibility studies.
 - e. Data base design and development.
 - f. Systems enhancement support.
 - g. Systems analyses, design and specifications.
 - h. Programming and systems development.
 - i. Systems testing.
 - j. Transition and Implementation assistance and training.
 - k. Facilities management.
 - l. Records management systems for electronic and microfilm documents.
 - m. Microfilming of paper documents and Computer Output Microfilm (COM).
 - n. Data entry (keying) services.
2. The Using Agency will:
 - a. Provide the name, address, and telephone number of an authorized contact person who will manage the project for the Using Agency.
 - b. Execute a Reimbursement Agreement (RA), DOJ Form DOJ-216, which includes the total estimated cost for the project, i.e., (1) contractor cost, and (2) STS handling fee. The amount shown on the RA is Using Agency's financial obligation/commitment to the STS and to the contractor. During period of performance, funds for the project will not be deobligated at the sole discretion of the Using Agency.
 - c. Provide appropriation code, organization cost center, and debtor code needed for STS to charge the Using Agency for

requested services.

- d. Reimburse STS for STS handling fee upon presentation of a signed voucher, Form 1081 or other appropriate accounting document.
- e. Reimburse STS on a monthly basis for contractor resources used in providing services described in paragraph 1(a) through 1(n), upon presentation of a signed voucher, Form 1081 or other appropriate accounting document.

3. STS will:

- a. Provide contractor support described in the Using Agency's statement of work and contractor's technical and cost proposals.
- b. Advise the Using Agency, if requested, in the development of Statement of Work.
- c. In micrographics area, analyze existing needs and make recommendations leading to conversion of existing systems to an integrated micrographic system.
- d. Process invoices received from contractors on a monthly basis in the following manner:
 - (1) The contractor will submit monthly invoices to the Contracting Officer's Technical Representative (COTR).
 - (2) The COTR will certify that the invoice amount equals that shown on the contractor's monthly progress report which has been approved by the government technical project manager. The COTR will then forward the certified invoice to the DOJ Finance Staff for payment to the contractor.
 - (3) DOJ Finance Staff will forward a signed voucher, Form 1081 or other appropriate accounting document to the Using Agency for reimbursement.

4. The address and telephone number for STS is:

Assistant Director
Contracts Management Service
Systems Technology Staff
Information Resources Management
Justice Management Division
Department of Justice
10th & Constitution Avenue, N.W. - Room 6237
Washington, DC 20530

(202) 514-5699

DynCorp Task Order (Cigarette Lighters)

SECTION C - Description/Specification/Work Statement

BACKGROUND INFORMATION

This procurement requires analysis, design, and programming of front-end PowerBuilder client programs running under Windows 2000; and analysis, design, and implementation of back-end Sybase Adaptive Server applications running under Windows NT, which are made up of tables/fields, stored procedures, and triggers that implement the application's business rules. This support is needed for the continuing expansion and enhancement of the agency's Commission Information System (CIS), which is a set of consumer product safety applications such as Epidemiology, Compliance, Health Sciences and Field.

STATEMENT OF WORK

Independently, and not as an agent of the Government, the Contractor shall furnish all necessary personnel, materials, and services to perform the work set forth below; except as provided in H.1. GOVERNMENT FURNISHED MATERIALS/EQUIPMENT of the contract.

Within ten (10) days after the effective date of the contract, the Contractor shall meet with the CPSC Project Officer to discuss contract requirements. The meeting will take place at the Consumer Product Safety Commission's Headquarters facility located at 4330 East West Highway, Room 506, Bethesda, Maryland.

For each task, the Contractor shall prepare a work plan composed of a detailed analysis and design narrative, a physical data model (see example), and a project milestone schedule.

Task 1 - Cigarette Lighters

Design and program a cigarette lighter application for tracking manufacturers and importers who are required to report to CPSC 30 days prior to importing or distributing this product. The Cigarette Lighter Standard and the Multipurpose Lighter Standard require manufacturers or importers to submit a written report and samples of each model at least 30 days prior to importation or distribution. Currently 800 to 1,000 models are examined by CPSC each year. The examination process involves: (a) assigning a sample number, (b) entering sample number into

tracking system, (c) scanning sample into a graphic file, (d) HS performs a product safety assessment, (e) Human Factors performs age determination, (f) laboratory performs sample testing, and (g) various letters are generated based on compliance assessment of evaluations. A list of firms and models is generated and provided to field staff and placed on the CPSC Web site.

There is also a second type of lighter assessment. This evaluation occurs when an official sample is collected by CPSC staff in the field, and is tested locally to determine if the product meets the applicable mandatory safety standard. A sample may also be reviewed by Human Factors to assess any child resistant features or to determine whether the product is a novelty lighter. A sample may also be tested by the Laboratory to determine forces or type of child resistant feature. The sample is also assessed and graphically scanned by Compliance (in HQ or Field). Sample data is then entered into the Comply table in IFS and if it is found to be violative, a letter of advice is issued.

The number of firm submissions received by CPSC and the number of lighter samples collected by compliance for evaluation is steadily increasing. These increases are driven by the relatively new standards that are now in place. Agency staff need an automated system to monitor the status of firm submissions and the tracking of product test results to insure that they are being processed in a timely manner. An automated application will streamline current operations and provide quicker responses to compliance officers and firms (see cigarette lighter flowchart).

For all tasks, the Contractor shall meet with application users and the project officer to gather requirements for writing a work plan, designing Sybase and Oracle tables, fields, triggers, stored procedures, and the coding of PowerBuilder, HTML, PLSQL and JAVA programs. The Contractor shall submit a written work plan to the CPSC Project Officer for review and obtain written approval before beginning work. All databases and programs shall be fully tested by the Contractor prior to implementation. The Contractor shall store source code, program executables and database procedures in electronic form on CPSC's system libraries for all applications. Upon completion of this task, the Contractor shall provide written user and system documentation to the Project Officer.

SECTION F - Deliveries or Performance

F.1. PERIOD OF PERFORMANCE

The period of performance shall be from the effective date of the task order through September 30, 2004. The period includes submission of the final report.

F.2. DELIVERY OR PERFORMANCE

The following items shall be performed or delivered in accordance with the following schedule, expressed in business days:

DELIVERY OR ITEM QUANTITY PERFORMANCE

- | | | | |
|-----|--|------------|---|
| (1) | Contractor meets with Project Officer to discuss Contract requirements | 1 meeting | Within 10 days - after effective date of contract |
| (2) | Contractor analyzes each Task requirement | | Within 14 days - after date of (1) meeting |
| (3) | Contractor submits a work plan for each task | 1 original | Within 20 days - after date of (2) meeting |
| (4) | CPSC Project Officer reviews and approves each work plan if acceptable | | Within 5 days - after receipt of (3) work plans |
| (5) | Contractor modifies each work plan if required by Project Officer | | Within 5 days - after CPSC notifies Contractor of changes |
| (6) | Contractor Progress Reports: | | |

Oral report

Every 7 days -
after beginning
of contract

Written report

1 original

Every 30 days -
after beginning
of contract

Final Report

1 original

No later than
Sept. 30, 2004

(7) Contractor completes all tasks

Completion
Sep. 30, 2004